

Terms and Conditions

The customer is obliged to provide the following:

- The type of translation e.g. website etc
- The approximate number of words
- The source language and the target language
- The required completion date
- The subject area
- The name and address of the person responsible for payment of the commission

Habermann Translation will carry out the work that has been requested by you to the best of our ability. Although we take great care in our work, we cannot be held responsible for any damages that may arise from our translations in any way, shape or form.

Please send a copy of the work you want us to translate as an e-mail attachment. I (Erasmus Habermann) will personally look at the document and give you a price. Please bear in mind that the price I give you is based on the font size being 12 pts and 300 words on a page, as well as it being a standard, straightforward translation, i.e. one single document containing the translation. It will also be based on the following example:

1000 words ÷ 500 words per day = 2 eight hour days = 16 hrs x £20 = £320

Please note that, in some cases the amounts of words per day may vary depending on the degree of difficulty, etc.

If you have additional requirements then these can be discussed and carried out at an additional cost. The price will be given in British Pounds.

We only carry out translation work during normal working days. If you require us to work on Saturdays the hourly will be doubled, we never work on Sundays, bank holidays or public holidays.

Should you, on inspection of our work come across an error, then we will rectify any errors free of charge. However, if no notification of errors is given within seven days of receiving the translation, then it is assumed that you are happy with the work and therefore no changes will be made after the seven days. This also applies to the invoice connected to that job.

Our proof-reading service is also charged at £20 per hour, and includes spelling and grammar checks, as well as helpful suggestions for phrasing if we think that something could be written better. It will be carried out to the same conditions as a translation. It is the client's decision whether or not to implement these suggestions. You will still be charged the full amounts.

When the final invoice has been issued, you have 28 days from the date stated on the invoice to complete the payment, unless you and Erasmus Habermann have agreed otherwise in writing.

Erasmus Habermann reserves the right to issue a revised invoice if you fail to pay within 28 days. 1% of the invoiced amount will be added each day for which the payment is late. This does not apply if you have a separate agreement with Erasmus Habermann.

After the payment has been made and we have confirmed that we have received it the job is complete.

Any testimonial you give us may be placed on our website.

Habermann Translation reserves the right to keep a copy of the original document as the translated document. If you wish for us not to do this, please inform us when you confirm that you have read, understood and agree to these terms and conditions.

The place of jurisdiction is the United Kingdom, even if the client is based outside the United Kingdom.

Please note that we cannot begin any translation work unless we have your written confirmation of agreement to the above terms and conditions.